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South Cambridgeshire District Council

Planning and New Communities
Contact: Saffron Garner
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Our Ref: S/0798/12/FL
Your Ref:
Date 26 October 2012

[redacted]

Dear Sir

Proposal:	**Installation of a storage pod and canopy occupying 10 parking spaces within store car park.**
Location:	**15, Viking Way, Bar Hill, Cambridge, Cambridgeshire, CB23 8EL**
Applicant:	**Tesco Stores Ltd**

I am writing to tell you that the above planning application will be considered by the Planning Committee at its meeting on **07 November 2012.**

The meeting begins at **10am** and is held in the Council Chamber at the Council's office in Cambourne.

As you have made a written representation on an application which is to be determined by Committee, you may be interested in the following excerpt from the Council's Protocol on Public Speaking at meetings of the Planning Committee:

> **"Can those not on the Planning Committee speak at Planning Committee meetings?**
>
> Yes. There are four categories of "non-Committee speakers" (public speakers). These are, in order:
>
> 1. Objector
> 2. Supporter (usually the applicant or planning agent)
> 3. Parish Council representative
> 4. Ordinarily, one local Councillor (whether a Committee member or not)
>
> Parish Councils and local Members speak as part of the planning process, regardless of whether they support or oppose an application. Objectors and Supporters speak as part of the specific application and, except in exceptional circumstances identified by the Committee Chairman prior to the meeting, number one in favour and one against. Where more than one objector or supporter exists, they are encouraged to agree between themselves on a presentation that covers all their concerns.

In exceptional circumstances, the Committee Chairman may opt to make special arrangements such as where a neighbouring parish is perceived as being significantly affected by a proposal, or for a Portfolio Holder."

If you would like to find out whether there is still a public speaking slot available, please contact Democratic Services **by 12 o'clock noon on the Monday immediately before the meeting**. Further details are available on the Council's website or from Democratic Services (Telephone 01954 713028 e-mail ian.senior@scambs.gov.uk).

The case officer for this application will be preparing a report for the meeting which will contain a summary of any written representations that have been received, either in support of, or in opposition to a proposal. This report is published five clear working days before the date of the meeting and will be available to view on the Council's website at www.scambs.gov.uk/meetings.

Registration will be on a first come first served basis. This means that, for each application, the name and telephone number of the first person to call as an objector or as a supporter will be noted and any subsequent callers will be given those details (as appropriate) to enable them to organise how their case will be presented and by whom.

Yours faithfully

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Saffron Garner
Senior Planning Officer